

AFIT



SECURITY FACULTY & STAFF INPROCESSING BRIEFING

AFIT SECURITY

Overview of Responsibilities

- Ensure AFIT personnel have an adequate security clearance needed to perform their jobs
- Perform semi-annual security inspections of selected Action Offices
- Disseminate Security Education Training to all AFIT personnel once a quarter
- Work with base ASC/SYSIS on Special Information Files
- Work with AU/SSO on all members requiring access to TS/SCI material
- Maintain the ASCAS rosters for AFIT's civilian and military
- Work with outside unit/agencies on classified briefings held within the Institute

UPDATING SECURITY

 ~~SECRET~~ **CLEARANCES**

(Every 10 years*)

TOP SECRET

(Every 5 years)



*** Updates on hold until
further notice**

(except SAP)

SECURITY COMPLIANCE AND SANCTIONS

-AFIT TAKES
SECURITY
SERIOUSLY

-- VIOLATORS ARE SUBJECT TO
DISCIPLINARY ACTION

DISCUSSING CLASSIFIED

**AFIT has one Secure
Conference Room (2102)**

IAW AFITI 31-101

**-- Classified briefings may be held
only after going through the AFIT
Security Manager for instructions**

HISTOR

VIOLATIONS 1993

- MISUSE OF ELECTRONIC MAIL
- STUDENTS MISHANDLING CONFIDENTIAL MATERIAL

VIOLATIONS 1994

NONE

VIOLATIONS 1995

- CIVILIAN EMPLOYEE TOOK CLASSIFIED MATERIAL HOME

VIOLATIONS 1996

NONE

VIOLATIONS 1997

NONE

VIOLATIONS 1998

NONE (So Far!)

ACTIONS TAKEN WHEN CLASSIFIED

DOCUMENT IS FOUND

1) TAKE ~~CONTROL OF ALL~~
UNSECURED CLASSIFIED
INFORMATION

2) NOTIFY:

SECURITY MANAGER
DEAN/ASSOCIATE DEAN/
DIRECTOR
SUPERVISOR

**This Concludes My
Slide Presentation
on the AFIT/ENAS
Section**

**Any
Questions?**